



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Mark Heinitz, Treasurer  
Fairfax County Democratic  
Committee-Federal  
7245 Arlington Boulevard  
Falls Church, VA 22042

SEP 16 1998

Identification Number: C00277541

Reference: July Quarterly Report (4/1/98-6/30/98)

Dear Mr. Heinitz:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Your report contains information disclosed on Schedules H1, H2, and H4. These schedules are used by committees which have separate federal and non-federal accounts to disclose the allocation of funds for expenditures between the two types of accounts. Your reports do not show payments from a non-federal account on a Schedule H3, as would be customary for committees who allocate between accounts. If your committee does not maintain a non-federal account, all disbursements should be disclosed on a Schedule B and no allocation schedules filed. Please clarify the procedures you are currently using to allocate shared expenses if any, and report future disbursements appropriately.

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our

toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,



Scott Francis  
Reports Analyst  
Reports Analysis Division

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